

**CITY OF MITCHELLVILLE**  
**INDEPENDENT AUDITOR'S REPORTS**  
**BASIC FINANCIAL STATEMENTS**  
**SUPPLEMENTARY AND OTHER INFORMATION**  
**SCHEDULE OF FINDINGS**

**June 30, 2015**

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## CITY OF MITCHELLVILLE

### OFFICIALS

<u>Name</u>	<u>Title</u>	<u>Term Expires</u>
Jeremy Filbert. ....	Mayor. .... (Resigned 4-30-15)	Dec 2015
Jon Woods. ....	Mayor. .... (Started 6-1-15)	Dec 2015
Dean McGhee. ....	Council Member. ....	Dec 2015
Deb Thomas. ....	Council Member. ....	Dec 2015
Joe Crook. ....	Council Member. ....	Dec 2017
Laura Engler. ....	Council Member. ....	Dec 2015
Steve Zook. ....	Council Member. ....	Dec 2017
Ruth Norton. ....	City Administrator/Clerk. ....	Indefinite
Bill Mallory. ....	City Attorney. ....	Indefinite
Timothy Brandt. ....	Director Public Works. ....	Indefinite
Mike Twohey. ....	Fire Chief. ....	Indefinite

**City of Mitchellville**



# MARTENS & COMPANY, CPA, LLP

CERTIFIED PUBLIC ACCOUNTANTS

4949 Pleasant Street, Suite 104

West Des Moines, Iowa 50266

(515)-223-4841

FAX: (515)-223-0851

## Independent Auditor's Report

To the Honorable Mayor and  
Members of the City Council:

### Report on the Financial Statements

We have audited the accompanying financial statements of the governmental activities, the business type activities, each major fund and the aggregate remaining fund information of the City of Mitchellville, Iowa, as of and for the year ended June 30, 2015, and the related notes to the financial statements, which collectively comprise the City's basic financial statements listed in the table of contents.

### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with the cash basis of accounting described in Note 1. This includes determining the cash basis of accounting is an acceptable basis for the preparation of the financial statements in the circumstances. This includes the design, implementation and maintenance of internal control relevant to the preparation and fair presentation of financial statements that are free from material misstatement, whether due to fraud or error.

### Auditor's Responsibility

Our responsibility is to express opinions on these financial statements based on our audit. We conducted our audit in accordance with U.S. generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the financial statements. The procedures selected depend on the auditor's judgement, including the assessment of the risks of material misstatement of the financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the City's preparation and fair presentation of the financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the City's internal control. Accordingly, we express no such opinion. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of significant accounting estimates made by management, as well as evaluating the overall presentation of the financial statements.

We believe the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinions.

### Opinions

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective cash basis financial position of the governmental activities, the business type activities, each major fund and the aggregate remaining fund information of the City of Mitchellville as of June 30, 2015, and the respective changes in its cash basis financial position for the year then ended in accordance with the basis of accounting described in Note 1.

## Basis of Accounting

As described in Note 1, these financial statements were prepared on the basis of cash receipts and disbursements, which is a basis of accounting other than U.S. generally accepted accounting principles. Our opinions are not modified with respect to this matter.

## Emphasis of a Matter

As disclosed in Note 5 to the financial statements, the City of Mitchellville adopted new accounting guidance related to Governmental Accounting Standards Board (GASB) Statement No. 68, Accounting and Financial Reporting for Pensions. Our opinions are not modified with respect to this matter.

## Other Matters

### *Supplementary and Other Information*

Our audit was conducted for the purpose of forming opinions on the financial statements that collectively comprise the City of Mitchellville's basic financial statements. We previously audited in accordance with the standards referred to in the third paragraph of this report, the financial statements for the year ended June 30, 2014 (which are not presented herein) and expressed unmodified opinions on those financial statements which were prepared on the basis of cash receipts and disbursements. The financial statements for the eight years ended June 30, 2013 (which are not presented herein) were audited by other auditors who expressed unmodified opinions on those financial statements which were prepared on the basis of cash receipts and disbursements. The supplementary information included in Schedules 1 through 4, is presented for purposes of additional analysis and is not a required part of the basic financial statements.

The supplementary information is the responsibility of management and was derived from and relates directly to the underlying accounting and other records used to prepare the basic financial statements. Such information has been subjected to the auditing procedures applied in the audit of the basic financial statements and certain additional procedures, including comparing and reconciling such information directly to the underlying accounting and other records used to prepare the basic financial statements or to the basic financial statements themselves, and other additional procedures in accordance with U.S. generally accepted auditing standards. In our opinion, the supplementary information is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

The other information, Management's Discussion and Analysis and the budgetary comparison information, the Schedule of the City's Proportionate Share of the Net Pension Liability and the Schedule of City Contributions on pages 7 through 12 and 37 through 39 has not been subjected to the auditing procedures applied in the audit of the basic financial statements and, accordingly, we do not express an opinion or provide any assurance on it.

## Other Reporting Required by Government Auditing Standards

In accordance with Government Auditing Standards, we have also issued our report dated December 10, 2015 on our consideration of the City of Mitchellville's internal control over financial reporting and on our tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements and other matters. The purpose of that report is to describe the scope of our testing of internal control over financial reporting and compliance and the results of that testing and not to provide an opinion on the internal control over financial reporting or on compliance. That report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the City of Mitchellville's internal control over financial reporting and compliance.

*Martens & Company, CPA, LLP*  
West Des Moines, Iowa  
December 10, 2015

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## MANAGEMENT'S DISCUSSION AND ANALYSIS

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The City of Mitchellville provides this Management's Discussion and Analysis of its financial statements. This narrative overview and analysis of the financial activities is for the fiscal year ended June 30, 2015. We encourage readers to consider this information in conjunction with the City's financial statements, which follow.

### 2015 FINANCIAL HIGHLIGHTS

- Receipts of the City's governmental activities increased by approximately \$522,400, from fiscal year 2014 to fiscal year 2015 due to grant funding and bond proceeds for capital projects.
- Disbursements of the City's governmental activities increased approximately \$385,800, from fiscal year 2014 to fiscal year 2015 due to the sewer rehab capital project.
- The City's total cash basis net position increased by 25% for fiscal year 2015 to a total of \$1,479,653. Of this amount, the cash basis net position of the governmental activities was \$1,001,604 and the cash basis net position of the business type activities was \$478,049.

### USING THIS ANNUAL REPORT

The annual report consists of a series of financial statements and other information, as follows:

Management's Discussion and Analysis introduces the basic financial statements and provides an analytical overview of the City's financial activities.

The Government-wide Financial Statement consists of a Cash Basis Statement of Activities and Net Position. This statement provides information about the activities of the City as a whole and presents an overall view of the City's finances.

The Fund Financial Statements tell how governmental services were financed in the short term as well as what remains for future spending. Fund financial statements report the City's operations in more detail than the government-wide financial statement by providing information about the most significant funds.

Notes to the Financial Statements provide additional information essential to a full understanding of the data provided in the basic financial statements.

Other Information further explains and supports the financial statements with a comparison of the City's budget for the year and the City's proportionate share of the net pension liability and related contributions.

Supplementary Information provides detailed information about the nonmajor governmental funds and the City's indebtedness.

### BASIS OF ACCOUNTING

The City maintains its financial records on the basis of cash receipts and disbursements and the financial statements of the City are prepared on that basis. The cash basis of accounting does not give effect to accounts receivable, accounts payable and accrued items. Accordingly, the financial statements do not present financial position and results of operations of the funds in accordance with U.S. generally accepted accounting principles. Therefore, when reviewing the financial information and discussion within this annual report, readers should keep in mind the limitations resulting from the use of the cash basis of accounting.

## **REPORTING THE CITY'S FINANCIAL ACTIVITIES**

### *Government-wide Financial Statement*

One of the most important questions asked about the City's finances is, "Is the City as a whole better off or worse off as a result of the year's activities?" The Cash Basis Statement of Activities and Net Position reports information which helps answer this question.

The Cash Basis Statement of Activities and Net Position presents the City's net position. Over time, increases or decreases in the City's net position may serve as a useful indicator of whether the financial position of the City is improving or deteriorating.

The Cash Basis Statement of Activities and Net Position is divided into two kinds of activities:

- Governmental Activities include public safety, public works, health and social services, culture and recreation, community and economic development, general government debt service and capital projects. Property tax and state and federal grants finance most of these activities.
- Business Type Activities include the waterworks and sewer system. These activities are financed primarily by user charges.

### *Fund Financial Statements*

The City has three kinds of funds:

1) Governmental funds account for most of the City's basic services. These focus on how money flows into and out of those funds and the balances at year-end that are available for spending. The major governmental funds include: 1) the General Fund, 2) the Special Revenue Funds, such as Road Use Tax and Employee Benefits, 3) the Debt Service Fund, 4) the Fire Truck Replacement Fund and the Capital Projects Fund. The governmental fund financial statements provide a detailed, short-term view of the City's general government operations and the basic services it provides. Governmental fund information helps determine whether there are more or fewer financial resources that can be spent in the near future to finance the City's programs.

The required financial statement for governmental funds is a Statement of Cash Receipts, Disbursements and Changes in Cash Balances.

2) Proprietary funds account for the City's Enterprise Funds. Enterprise Funds are used to report business type activities. The City maintains two Enterprise Funds to provide separate information for the Water and Sewer Funds, considered to be major funds of the City.

The required financial statement for proprietary funds is a Statement of Cash Receipts, Disbursements and Changes in Cash Balances.

- 3) Fiduciary funds are used to account for resources held by the City in a trustee capacity as an agent for individuals, private organizations and/or other funds.

## **GOVERNMENT-WIDE FINANCIAL ANALYSIS**

Net position may serve over time as a useful indicator of financial position. The analysis that follows focuses on the changes in cash basis net position of governmental activities.



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Changes in Cash Basis Net Position of Governmental Activities

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	Year ended June 30,	
	2015	2014
Receipts:		
Program receipts:		
Charges for services	\$ 145,290	\$ 161,567
Operating grants, contributions and restricted interest	447,092	415,402
Capital grants, contributions and restricted interest	285,678	-
General receipts:		
Property and other city tax		
General purpose	642,914	616,132
Debt service	92,496	115,597
Tax incremental financing	-	4,906
Unrestricted interest on investments	1,455	1,312
Bond proceeds	211,049	-
Miscellaneous	35,777	24,437
Total receipts	<u>1,861,751</u>	<u>1,339,353</u>
Disbursements:		
Public safety	471,071	511,654
Public works	202,590	324,502
Health and social services	1,150	1,000
Culture and recreation	157,182	168,477
Community and economic development	8,389	12,060
General government	87,004	77,841
Debt service	202,673	202,225
Capital projects	553,488	-
Total disbursements	<u>1,683,547</u>	<u>1,297,759</u>
Change in cash basis net position before transfers	178,204	41,594
Transfers, net	<u>61,663</u>	<u>52,305</u>
Change in cash basis net position	239,867	93,899
Cash basis net position beginning of year	<u>761,737</u>	<u>667,838</u>
Cash basis net position end of year	<u><u>\$1,001,604</u></u>	<u><u>\$ 761,737</u></u>

The City's total receipts for governmental activities increased 39.0%, or approximately \$522,400 from fiscal year 2014. The total cost of all programs and services increased approximately \$385,800 or 29.7% with increased capital project activity this year.

The cost of all governmental activities this year was approximately \$1.684 million compared to approximately \$1.298 million last year. However, as shown in the Statement of Activities and Net Position on pages 14-15, the amount taxpayers ultimately financed for these activities was approximately \$805,500 because some of the cost was paid by those directly benefited from the programs (approximately \$145,000) or by other governments and organizations which subsidized certain programs with grants, contributions and restricted interest (approximately \$733,000). The City paid for the remaining "public benefit" portion of governmental activities with property tax (some of which could only be used for certain programs) and with other receipts, such as interest, bond proceeds, and miscellaneous receipts. Overall, the City's governmental activities program receipts, including intergovernmental aid and fees for service, increased in fiscal year 2015 from approximately \$577,000 to approximately \$878,000, principally due to grant proceeds.

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Changes in Cash Basis Net Position of Business Type Activities

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	Year ended June 30,	
	2015	2014
Receipts:		
Program receipts:		
Charges for service:		
Water	\$ 533,048	\$ 508,699
Sewer	399,145	381,914
Unrestricted interest on investments	66	67
Total receipts	<u>932,259</u>	<u>890,680</u>
Disbursements:		
Water	471,857	402,442
Sewer	<u>342,721</u>	<u>454,601</u>
Total disbursements	<u>814,578</u>	<u>857,043</u>
Change in cash basis net position before transfers	117,681	33,637
Transfers, net	<u>(61,663)</u>	<u>(52,305)</u>
Change in cash basis net position	56,018	(18,668)
Cash basis net position beginning of year	<u>422,031</u>	<u>440,699</u>
Cash basis net position end of year	<u>\$ 478,049</u>	<u>\$ 422,031</u>

Total business type activities receipts for the fiscal year were approximately \$932,000 compared to approximately \$891,000 last year. This increase was due primarily to increased water & sewer rates. The cash balance increased approximately \$56,000 from the prior year because of reduced sewer capital project costs paid by the sewer revenue fund. Total disbursements for the fiscal year decreased 5.0% to approximately \$814,600.

### INDIVIDUAL MAJOR GOVERNMENTAL FUND ANALYSIS

As the City of Mitchellville completed the year, its governmental funds reported a combined fund balance of \$1,001,604, an increase of \$239,867 above last year's total of \$761,737. The following increases are the major reasons for the changes in fund balances of the major funds from the prior year.

- The General Fund had an increase in receipts, and an increase in spending. Receipts from the utility franchise tax were \$10,030. During the year general receipts for general purpose property tax increased \$5,092 from \$420,122 in 2014 to \$425,214 in 2015. The increase in spending was primarily for building maintenance costs.
- The Special Revenue, Road Use Tax Fund cash balance had an increase of \$99,130 from \$179,241 for an end of year balance \$278,371. This was due to decreased street maintenance costs. The Road Use Tax Fund money is used to help maintain or upgrade the condition of all City roads.
- The Special Revenue, Employee Benefits Fund is a Special Revenue Fund that accounts for revenues received and expenditures paid in support of employee benefits. The types of revenues received are property taxes assessed for the employer contributions for health insurance, FICA, IPERS, and unemployment benefits. The fund showed a net increase of \$24,613 with an ending cash balance of \$85,151.
- The Special Revenue, Fire Truck Replacement Fund was established to account for the replacement of a fire truck. At the end of the fiscal year, the cash balance was \$148,487, an increase of \$43,998 from the previous year. The increase was the result of transfers from the General Fund.

- The Debt Service Fund is utilized to account for the payment of interest and principal on the City's general obligation and long-term debt. The City transferred \$112,163 from other funds to make payments for these obligations. The ending cash balance increased \$1,986.
- The Capital Projects Fund had a decrease of \$56,761 for an ending deficit balance of \$56,761. This was due to project expenses incurred before grant funding was received.

## **INDIVIDUAL MAJOR BUSINESS TYPE FUND ANALYSIS**

- The Enterprise, Water Fund cash balance decreased by \$455 due primarily to increased operating disbursements in excess of increased charges for services collected.
- The Enterprise, Sewer Fund cash balance increased by \$84,058 due to a decrease in capital project disbursements.

## **BUDGETARY HIGHLIGHTS**

Over the course of the year, the City amended its budget once. The amendment was approved on May 18, 2015 and resulted in an increase in operating disbursements related to the sanitary sewer rehab capital project and additional disbursements in certain city departments.

The City's receipts were \$298,919 less than budgeted. This was primarily due to the City receiving less in intergovernmental receipts even after the amendments.

Even with the budget amendments, total disbursements were \$381,753 less than the amended budget. Actual disbursements for the public safety, public works and capital projects functions were \$57,468, \$108,072 and \$114,776, respectively, less than the amended budget.

## **DEBT ADMINISTRATION**

At June 30, 2015, the City had approximately \$3,470,174 in bonds and other long-term debt outstanding, compared to last year, as shown below.

Outstanding Debt at Year-End		
	June 30	
	2015	2014
General Obligation Capital Loan Notes	\$ 983,000	\$1,145,000
Revenue Bonds and Loan Notes	2,273,049	2,238,000
Urban Service Area Agreement	<u>214,125</u>	<u>228,840</u>
Total	<u>\$3,470,174</u>	<u>\$3,611,840</u>

The Constitution of the State of Iowa limits the amount of general obligation debt cities can issue to 5% of the assessed value of all taxable property within the City's corporate limits. The City's outstanding general obligation debt of \$983,000 is below its constitutional debt limit of \$3,936,417. The additional information about the City's long-term debt is presented in Note 3 to the financial statements.

## **ECONOMIC FACTORS AND NEXT YEAR'S BUDGET AND RATES**

The City of Mitchellville's elected and appointed officials and citizens considered many factors when setting the fiscal year 2015 budget, tax rates, and fees charged for various City activities.

Property tax valuations are expected to remain steady. The amount needed for the debt service levy is expected to decrease. Budgeted disbursements are expected to decrease approximately \$1,147,000. Decreased sewer rehab costs represent the largest decrease.

#### **CONTACTING THE CITY'S FINANCIAL MANAGEMENT**

This financial report is designed to provide our citizens, taxpayers, customers and creditors with a general overview of the City's finances and to show the City's accountability for the money it receives. If you have questions about this report or need additional financial information, contact Tammi Dillavou, Chief Financial Officer, 204 Center Avenue N, PO Box 817, Mitchellville, Iowa 50169.

## **Basic Financial Statements**

**CITY OF MITCHELLVILLE**

**Cash Basis Statement of Activities and Net Position**

As of and for the year ended June 30, 2015

		Program Receipts		
		Charges for Service	Operating Grants Contributions and Restricted Interest	Capital Grants Contributions and Restricted Interest
<b>Functions/Programs:</b>	<u>Disbursements</u>			
Governmental activities:				
Public safety	\$ 471,071	\$ 55,931	\$ 189,949	\$ -
Public works	202,590	77,134	240,377	-
Health and social services	1,150	-	-	-
Culture and recreation	157,182	778	16,766	-
Community and economic development	8,389	8,604	-	-
General government	87,004	2,843	-	-
Debt service	202,673	-	-	-
Capital projects	553,488	-	-	285,678
Total governmental activities	<u>1,683,547</u>	<u>145,290</u>	<u>447,092</u>	<u>285,678</u>
Business type activities:				
Water	471,857	533,048	-	-
Sewer	342,721	399,145	-	-
Total business type activities	<u>814,578</u>	<u>932,193</u>	<u>-</u>	<u>-</u>
Total	<u>\$ 2,498,125</u>	<u>\$1,077,483</u>	<u>\$ 447,092</u>	<u>\$ 285,678</u>
<b>General Receipts and Transfers:</b>				
Property and other city tax levied for:				
General purposes				
Debt service				
Unrestricted interest on investments				
Bond proceeds				
Miscellaneous				
Sale of capital assets				
Transfers				
Total general receipts and transfers				
Change in cash basis net position				
Cash basis net position beginning of year				
Cash basis net position end of year				
<b>Cash Basis Net Position</b>				
Restricted:				
Nonexpendable:				
Cemetery perpetual care				
Expendable:				
Streets				
Debt service				
Other purposes				
Unrestricted				
<b>Total cash basis net position</b>				

See notes to financial statements.

Net (Disbursements) Receipts and Changes in Cash Basis Net Position		
Governmental Activities	Business Type Activities	Total
\$ (225,191)	\$ -	\$ (225,191)
114,921	-	114,921
(1,150)	-	(1,150)
(139,638)	-	(139,638)
215	-	215
(84,161)	-	(84,161)
(202,673)	-	(202,673)
(267,810)	-	(267,810)
(805,487)	-	(805,487)
-	61,191	61,191
-	56,424	56,424
-	117,615	117,615
(805,487)	117,615	(687,872)
642,914	-	642,914
92,496	-	92,496
1,455	66	1,521
211,049	-	211,049
34,677	-	34,677
1,100	-	1,100
61,663	(61,663)	-
1,045,354	(61,597)	983,757
239,867	56,018	295,885
761,737	422,031	1,183,768
\$1,001,604	\$ 478,049	\$ 1,479,653
\$ 39,143	\$ -	\$ 39,143
278,371	-	278,371
5,345	24,731	30,076
291,161	-	291,161
387,584	453,318	840,902
\$1,001,604	\$ 478,049	\$ 1,479,653

**CITY OF MITCHELLVILLE**

Statement of Cash Receipts, Disbursements and Changes in Cash Balances  
Governmental Funds

As of and for the year ended June 30, 2015

		Special Revenue		
	General	Road Use Tax	Employee Benefit Tax	Fire Truck Replacement
<b>Receipts:</b>				
Property tax	\$ 425,214	\$ -	\$ 157,670	\$ -
Other city tax	60,030	-	-	-
Licenses and permits	11,298	-	-	-
Uses of money and property	2,074	-	-	-
Intergovernmental	147,743	240,377	-	-
Charges for service	123,992	-	-	-
Special assessments	3,714	-	-	-
Miscellaneous	97,041	-	-	750
Total receipts	871,106	240,377	157,670	750
<b>Disbursements:</b>				
Operating:				
Public safety	378,388	-	92,683	-
Public works	73,225	114,747	14,618	-
Health and social services	1,150	-	-	-
Culture and recreation	139,326	-	17,856	-
Community and economic development	8,389	-	-	-
General government	79,104	-	7,900	-
Debt service	-	-	-	-
Capital projects	-	-	-	-
Total disbursements	679,582	114,747	133,057	-
Excess (deficiency) of receipts over (under) disbursements	191,524	125,630	24,613	750
<b>Other financing sources (uses):</b>				
Sale of capital assets	1,100	-	-	-
Bond proceeds	-	-	-	-
Transfers in	2,320	-	-	43,248
Transfers out	(92,619)	(26,500)	-	-
Total other financing sources (uses)	(89,199)	(26,500)	-	43,248
Change in cash balances	102,325	99,130	24,613	43,998
Cash balances beginning of year	342,284	179,241	60,538	104,489
Cash balances end of year	\$ 444,609	\$ 278,371	\$ 85,151	\$ 148,487
<b>Cash Basis Fund Balances</b>				
Nonspendable:				
Cemetery perpetual care	\$ -	\$ -	\$ -	\$ -
Restricted for:				
Debt service	-	-	-	-
Streets	-	278,371	-	-
Other purposes	-	-	85,151	148,487
Unassigned	444,609	-	-	-
Total cash basis fund balances	\$ 444,609	\$ 278,371	\$ 85,151	\$ 148,487

See notes to financial statements.



Debt Service	Capital Project	Nonmajor	Total
\$ 92,496	\$ -	\$ -	\$ 675,380
-	-	-	60,030
-	-	-	11,298
-	-	-	2,074
-	285,678	-	673,798
-	-	-	123,992
-	-	925	4,639
-	-	600	98,391
92,496	285,678	1,525	1,649,602
-	-	-	471,071
-	-	-	202,590
-	-	-	1,150
-	-	-	157,182
-	-	-	8,389
-	-	-	87,004
202,673	-	-	202,673
-	553,488	-	553,488
202,673	553,488	-	1,683,547
(110,177)	(267,810)	1,525	(33,945)
-	-	-	1,100
-	211,049	-	211,049
112,163	-	25,371	183,102
-	-	(2,320)	(121,439)
112,163	211,049	23,051	273,812
1,986	(56,761)	24,576	239,867
3,359	-	71,826	761,737
\$ 5,345	\$ (56,761)	\$ 96,402	\$ 1,001,604
\$ -	-	\$ 39,143	\$ 39,143
5,345	-	-	5,345
-	-	-	278,371
-	-	57,523	291,161
-	(56,761)	(264)	387,584
\$ 5,345	\$ (56,761)	\$ 96,402	\$ 1,001,604

## CITY OF MITCHELLVILLE

Statement of Cash Receipts, Disbursements and  
Changes in Cash Balances  
Proprietary Funds

As of and for the year ended June 30, 2015

	Enterprise		
	Water	Sewer	Total
Operating receipts:			
Charges for service	\$ 533,048	\$ 399,145	\$ 932,193
Total operating receipts	533,048	399,145	932,193
Operating disbursements:			
Business type activities:	318,367	251,659	570,026
Total operating disbursements	318,367	251,659	570,026
Excess of operating receipts over operating disbursements	214,681	147,486	362,167
Non-operating receipts (disbursements):			
Interest on investments	17	49	66
Debt service	(153,490)	(91,062)	(244,552)
Net non-operating receipts (disbursements)	(153,473)	(91,013)	(244,486)
Excess of receipts over disbursements	61,208	56,473	117,681
Transfers out	(61,663)	-	(61,663)
Change in cash balances	(455)	56,473	56,018
Cash balances beginning of year	134,730	287,301	422,031
Cash balances end of year	\$ 134,275	\$ 343,774	\$ 478,049
<b>Cash Basis Fund Balances</b>			
Restricted for debt service	\$ 13,259	\$ 11,472	\$ 24,731
Unrestricted	121,016	332,302	453,318
Total cash basis fund balances	\$ 134,275	\$ 343,774	\$ 478,049

See notes to financial statements.

## CITY OF MITCHELLVILLE

Statement of Cash Receipts, Disbursements and Changes in Cash Balances  
Fiduciary Funds

As of and for the year ended June 30, 2015

	Blake Trust	Library Memorial	Thomas Mitchell Historical Society
Receipts:			
Use of money and property	\$ 369	\$ 55	\$ -
Miscellaneous	-	31,133	280
Total receipts	369	31,188	280
Disbursements	-	21,584	69
Change in cash balances	369	9,604	211
Cash balance beginning of year	64,224	15,723	3,161
Cash balance end of year	<u>\$ 64,593</u>	<u>\$ 25,327</u>	<u>\$ 3,372</u>

See notes to financial statements.

# CITY OF MITCHELLVILLE

## Notes to Financial Statements

June 30, 2015

### (1) **Summary of Significant Accounting Policies**

The City of Mitchellville, Iowa is a political subdivision of the State of Iowa located in Polk County. It was first incorporated in 1856 and operates under the Home Rule provisions of the Constitution of Iowa. The City operates under the Mayor-Council form of government with the Mayor and Council Members elected on a non-partisan basis. The City provides numerous services to citizens including public safety, public works, health and social services, culture and recreation, community and economic development and general government services. The City also provides water and sewer utilities for its citizens.

#### A. Reporting Entity

For financial reporting purposes, the City of Mitchellville has included all funds, organizations, agencies, boards, commissions and authorities. The City has also considered all potential component units for which it is financially accountable, and other organizations for which the nature and significance of their relationship with the City are such that exclusion would cause the City's financial statements to be misleading or incomplete. The Governmental Accounting Standards Board has set forth criteria to be considered in determining financial accountability. These criteria include appointing a voting majority of an organization's governing body, and (1) the ability of the City to impose its will on that organization or (2) the potential for the organization to provide specific benefits to, or impose specific financial burdens on the City. The City has no component units which meet the Governmental Accounting Standards Board criteria.

#### Jointly Governed Organizations

The City participates in several jointly governed organizations that provide goods or services to the City's citizenry, but do not meet the criteria for a joint venture since there is no ongoing financial interest or responsibility by the participating governments. City officials are members of the following boards and commissions: The Safety Coalition of Central Iowa Cities, HAZ-MAT Services, Urban Design Standards and Construction Specification Agreement, City of Colfax Mutual Fire and Police Assistance Agreement, Mud Creek, Spring Creek & Camp Creek Watershed Authority, and Des Moines Regional Transit Authority.

As of July, 2010, in conjunction with 23 other governmental agencies, the City became a member, under a 28E agreement, of the Central Regional Iowa Drinking Water Commission, which shall provide planning activities for water supply, treatment, distribution and storage facilities when the activities impact two or more members. The Commission board consists of a representative of each of the participating members.

In addition, the City, in conjunction with seventeen other cities, created the Metro Waste Authority. The Authority board consists of an elected representative of the governing body of each participating governmental jurisdiction. The purpose of this joint public body is to provide for the economic disposal of all solid waste produced or generated by the jurisdictions and private contractors. During the year ended June 30, 2015, the City paid the Metro Waste Authority \$17,185 for the Curb It Program.

## CITY OF MITCHELLVILLE

### Notes to Financial Statements - Continued

June 30, 2015

#### (1) Summary of Significant Accounting Policies - Continued

##### B. Basis of Presentation

Government-wide Financial Statements - The Cash Basis Statement of Activities and Net Position reports information on all of the nonfiduciary activities of the City. For the most part, the effect of interfund activity has been removed from this statement. Governmental activities, which are supported by tax and intergovernmental revenues, are reported separately from business type activities, which rely to a significant extent on fees and charges for service.

The Cash Basis Statement of Activities and Net Position presents the City's nonfiduciary net position.

Net position is reported in three categories:

Nonexpendable restricted net position is subject to externally imposed stipulations which require the cash balance to be maintained permanently by the City, including the City's permanent fund.

Expendable restricted net position results when constraints placed on the use of cash balances are either externally imposed or imposed by law through constitutional provisions or enabling legislation.

Unrestricted net position consists of cash balances not meeting the definition of the preceding categories. Unrestricted net position is often subject to constraints on cash balances imposed by management which can be removed or modified.

The Cash Basis Statement of Activities and Net Position demonstrates the degree to which the direct disbursements of a given function are offset by program receipts. Direct disbursements are those clearly identifiable with a specific function. Program receipts include 1) charges to customers or applicants who purchase, use or directly benefit from goods, services, or privileges provided by a given function and 2) grants, contributions, and interest on investments restricted to meeting the operational or capital requirements of a particular function. Property tax and other items not properly included among program receipts are reported instead as general receipts.

Fund Financial Statements - Separate financial statements are provided for governmental funds and proprietary funds. Major individual governmental funds and major individual enterprise funds are reported as separate columns in the fund financial statements. All remaining governmental funds are aggregated and reported as nonmajor governmental funds.

The City reports the following major governmental funds:

The General Fund is the general operating fund of the City. All general tax receipts from general and emergency levies and other receipts not allocated by law or contractual agreement to some other fund are accounted for in this fund. From the fund are paid the general operating disbursements, the fixed charges and the capital improvement costs that are not paid from other funds.

## CITY OF MITCHELLVILLE

### Notes to Financial Statements - Continued

June 30, 2015

#### (1) **Summary of Significant Accounting Policies - Continued**

##### B. Basis of Presentation - Continued

###### Special Revenue:

The Road Use Tax Fund is used to account for the road use tax allocation from the State of Iowa to be used for road construction and maintenance.

The Employee Benefit Fund is used to account for the tax levy and the disbursement for the benefits.

Fire Truck Replacement Fund is used to account for the replacement of the fire truck.

The Debt Service Fund is utilized to account for the property tax and other receipts to be used for the payment of interest and principal on the City's general long-term debt.

The Capital Projects Fund is utilized to account for all resources used in the acquisition and construction of capital facilities with the exception of those that are financed through enterprise funds.

The City reports the following major proprietary funds:

The Enterprise, Water Fund accounts for the operation and maintenance of the City's water system.

The Enterprise, Sewer Fund accounts for the operation and maintenance of the City's wastewater treatment and sanitary sewer system.

The City also reports the following additional funds:

Fiduciary funds account for assets held by the City in a trustee capacity or as an agent on behalf of others. The City's fiduciary funds consist of:

Agency Funds: Are custodial in nature (assets equal liabilities) and do not involve measurement or results of operations. The City has the following agency funds:

Blake Trust, Library Memorial and Thomas Mitchell Historical Society.

##### C. Measurement Focus and Basis of Accounting

The City of Mitchellville maintains its financial records on the basis of cash receipts and disbursements and the financial statements of the City are prepared on that basis. The cash basis of accounting does not give effect to accounts receivable, accounts payable and accrued items. Accordingly, the financial statements do not present financial position and results of operations of the funds in accordance with U.S. generally accepted accounting principles.

## CITY OF MITCHELLVILLE

### Notes to Financial Statements - Continued June 30, 2015

#### (1) Summary of Significant Accounting Policies - Continued

##### C. Measurement Focus and Basis of Accounting - Continued

Under the terms of grant agreements, the City funds certain programs by a combination of specific cost-reimbursement grants, categorical block grants and general receipts. Thus, when program disbursements are paid, there are both restricted and unrestricted cash basis net position available to finance the program. It is the City's policy to first apply cost-reimbursement grant resources to such programs, followed by categorical block grants and then by general receipts.

When a disbursement in governmental funds can be paid using either restricted or unrestricted resources, the City's policy is generally to first apply the disbursement toward restricted fund balance and then to less-restrictive classifications - committed, assigned and then unassigned fund balances.

Proprietary funds distinguish operating receipts and disbursements from non-operating items. Operating receipts and disbursements generally result from providing services and producing and delivering goods in connection with a proprietary fund's principal ongoing operations. All receipts and disbursements not meeting this definition are reported as non-operating receipts and disbursements.

##### D. Governmental Cash Basis Fund Balances

In the governmental fund financial statements, cash basis fund balances are classified as follows:

Nonspendable - Amounts which cannot be spent because they are legally or contractually required to be maintained intact.

Restricted - Amounts restricted to specific purposes when constraints placed on the use of the resources are either externally imposed by creditors, grantors or state or federal laws or are imposed by law through constitutional provisions or enabling legislation.

Unassigned - All amounts not included in the preceding classifications.

##### E. Budgets and Budgetary Accounting

The budgetary comparison and related disclosures are reported as Other Information.

#### (2) Cash and Pooled Investments

The City's deposits in banks at June 30, 2015 were entirely covered by federal depository insurance or by the State Sinking Fund in accordance with Chapter 12C of the Code of Iowa. This chapter provides for additional assessments against the depositories to insure there will be no loss of public funds.

The City is authorized by statute to invest public funds in obligations of the United States Government, its agencies and instrumentalities; certificates of deposit or other evidences of deposit at federally insured depository institutions approved by the City Council; prime eligible bankers acceptances; certain high rated commercial paper; perfected repurchase agreements; certain registered open-end management investment companies; certain joint investment trusts; and warrants or improvement certificates of a drainage district.

# CITY OF MITCHELLVILLE

## Notes to Financial Statements - Continued

June 30, 2015

### (2) Cash and Pooled Investments - Continued

The City had investments in the Iowa Public Agency Investment Trust which are valued at an amortized cost of \$753,593 pursuant to Rule 2a-7 under the Investment Company Act of 1940. The City's investment in the Iowa Public Agency Investment Trust is unrated.

Interest rate risk - The City's investment policy limits the investment of operating funds (funds expected to be expended in the current budget year or within 15 months of receipt) to instruments that mature within 397 days. Funds not identified as operating funds may be invested in investments with maturities longer than 397 days, but the maturities shall be consistent with the needs and use of the City.

### (3) Bonds and Notes Payable

Annual debt service requirements to maturity for general obligation notes, revenue bonds and notes and for the Urban Service Area Agreement are as follows:

Year Ending June 30	General Obligation Bonds		Revenue Bonds/Notes		Urban Service Area Agreement		Total	
	Principal	Interest	Principal	Interest	Principal	Interest	Principal	Interest
2016	\$ 163,000	\$ 32,945	\$ 182,000	\$ 59,203	\$ 15,316	\$ -	\$ 360,316	\$ 92,148
2017	140,000	27,130	188,000	54,523	15,917	-	343,917	81,653
2018	146,000	22,205	193,000	49,833	16,818	-	355,818	72,038
2019	153,000	16,985	198,000	45,018	17,418	-	368,418	62,003
2020	49,000	11,430	204,000	40,078	18,319	-	271,319	51,508
2021-2025	272,000	33,990	1,113,000	120,530	105,711	-	1,490,711	154,520
2026-2030	60,000	1,800	231,000	15,475	24,626	-	315,626	17,275
2031-2034	-	-	75,000	3,308	-	-	75,000	3,308
	\$ 983,000	\$ 146,485	\$ 2,384,000	\$ 387,968	\$ 214,125	\$ -	\$ 3,581,125	\$ 534,453
Revenue bond proceeds not received as of June 30, 2015	-	-	(110,951)	-	-	-	(110,951)	-
Total	\$ 983,000	\$ 146,485	\$ 2,273,049	\$ 387,968	\$ 214,125	\$ -	\$ 3,470,174	\$ 534,453

#### Urban Service Area Agreement

In October 2005, Polk County and the City entered into an agreement under Chapter 28 of the Code of Iowa to provide water and sewer extensions to customers outside the city limits. In prior years, the service fees were divided 50% to the City and 50% to a Joint Water and Sewer Trust Fund maintained by the County to be applied to construction costs within the Urban Service area. On October 29, 2009, the agreement was amended as follows: beginning in the year ending June 30, 2011 and continuing until January, 2026, the city will make annual payments to Polk County to repay 75% of the construction costs. As of June 30, 2015, the total to be paid is \$214,125. The remainder will be paid by revenues generated from connection fees and development agreements.

#### Revenue Bonds and Notes

The City has pledged future water customer receipts, net of specified operating disbursements, to repay \$2,230,000 in water revenue bonds issued in September 2005. Proceeds from the bonds provided financing for the water system construction and improvement. The bonds are payable solely from water customer net receipts and are payable through 2026. The total principal and interest remaining to be paid on the bonds



## **CITY OF MITCHELLVILLE**

### **Notes to Financial Statements - Continued**

June 30, 2015

#### **(3) Bonds and Notes Payable - Continued**

is \$1,648,930. For the current year, principal and interest paid and customer net receipts were \$149,760 and \$214,681, respectively.

The City has pledged future sewer customer receipts, net of specified operating disbursements, to repay \$1,200,000 in sewer revenue capital notes issued in May 2004 and \$322,000 in state revolving fund revenue bonds in February, 2015. Proceeds from the notes provided financing for the sewer treatment plant construction and improvement. The notes are payable solely from sewer customer net receipts and are payable through 2034. The total principal and interest remaining to be paid on the notes are \$756,753 and \$235,594, respectively. For the current year, principal and interest paid and customer net receipts were \$89,198 and \$147,486, respectively. As of June 30, 2015 \$110,951 of the 2015 revenue bonds had not been drawn down yet, but were drawn down subsequent to the year end.

The resolutions providing for the issuance of the revenue bonds/notes include the following provisions.

- (a) The bonds/notes will only be redeemed from the future earnings of each enterprise activity and the bond/note holders hold a lien on the future earnings of the funds.
- (b) Sufficient monthly transfers shall be made to separate water and sewer revenue bond/note sinking accounts for the purpose of making the bond/note principal and interest payments when due.
- (c) User rates shall be established and charged to customers of the activity at least sufficient to pay the expenses of operation and maintenance and to have a balance of net revenues equal to at least 110% of the principal and interest on the bonds/notes falling due in the same year. During the year, the City met this test for both water and sewer operations.

#### **(4) Urban Renewal Area Tax Increment Financing**

In 1994, the City established an Urban Renewal Area. In accordance with Chapter 403.19 of the Code of Iowa, the City may enter into an agreement with the county, school and other taxing jurisdictions, to use the increase in taxes, as a result of the incremental property tax valuation increase, in the Urban Renewal Area. The taxes so collected are paid into the City's Special Revenue Fund and are expended on project costs and obligations.

In 2006, the City and Eastern Polk Development, LLC entered into a development agreement in which the City will pay the tax increment financing taxes to the entity, beginning on the date that the taxes become available and continuing for a total of ten fiscal years. The total payments shall not exceed \$700,000. The City has certified the agreement to the county auditor and the first year of collection was June 30, 2012. The obligation is not a general obligation of the City, however, the debt is subject to the constitutional debt limitation of the City. The balance of the tax increment financing taxes to be paid to the developer to satisfy the remaining obligation at June 30, 2015 was \$428,767, if all 20 lots are developed.

The agreement specifically requires the developer to build on 20 lots which must qualify for low and moderate income (LMI) housing. Upon completion of such, the developer will receive \$200,000 of LMI funds. The City is accumulating the LMI portion of the tax increment financing taxes in a special revenue fund. If the developer does not fulfill the obligation, the City will be required to develop a plan to spend the accumulated LMI funds in a residential development area.

## CITY OF MITCHELLVILLE

### Notes to Financial Statements - Continued

June 30, 2015

#### (5) Pension Plan

Plan Description - IPERS membership is mandatory for employees of the City of Mitchellville, except for those covered by another retirement system. Employees of the City of Mitchellville are provided with pensions through a cost-sharing multiple employer defined benefit pension plan administered by Iowa Public Employees' Retirement System (IPERS). IPERS issues a stand-alone financial report which is available to the public by mail at 7401 Register Drive P.O. Box 9117, Des Moines, Iowa 50306-9117 or at [www.ipers.org](http://www.ipers.org).

IPERS benefits are established under Iowa Code chapter 97B and the administrative rules thereunder. Chapter 97B and the administrative rules are the official plan documents. The following brief description is provided for general informational purposes only. Refer to the plan documents for more information.

Pension Benefits - A regular member may retire at normal retirement age and receive monthly benefits without an early-retirement reduction. Normal retirement age is age 65, anytime after reaching 62 with 20 or more years of covered employment, or when the member's years of service plus the member's age at the last birthday equals or exceeds 88, whichever comes first. (These qualifications must be met on the member's first month of entitlement to benefits.) Members cannot begin receiving retirement benefits before age 55. The formula used to calculate a Regular member's monthly IPERS benefit includes:

- A multiplier (based on years of service).
- The member's highest five-year average salary. (For members with service before June 30, 2012, the highest three-year average salary as of that date will be used if it is greater than the highest five-year average salary.)

If a member retires before normal retirement age, the member's monthly retirement benefit will be permanently reduced by an early-retirement reduction. The early-retirement reductions is calculated differently for service earned before and after July 1, 2012. For service earned before July 1, 2012, the reduction is 0.25 percent for each month that the member receives benefits before the member's earliest normal retirement age. For service earned starting July 1, 2012, the reduction is 0.50 percent for each month that the member receives benefits before age 65.

Generally, once a member selects a benefit option, a monthly benefit is calculated and remains the same for the rest of the member's lifetime. However, to combat the effects of inflation, retirees who began receiving benefits prior to July 1990 receive a guaranteed dividend with their regular November benefit payments.

Disability and Death Benefits - A vested member who is awarded federal Social Security disability or Railroad Retirement disability benefits is eligible to claim IPERS benefits regardless of age. Disability benefits are not reduced for early retirement. If a member dies before retirement, the member's beneficiary will receive a lifetime annuity or a lump-sum payment equal to the present actuarial value of the member's accrued benefit or calculated with a set formula, whichever is greater. When a member dies after retirement, death benefits depend on the benefit option the member selected at retirement.

Contributions - Effective July 1, 2012, as a result of a 2010 law change, the contribution rates are established by IPERS following the annual actuarial valuation, which applies IPERS' Contribution Rate Funding Policy and Actuarial Amortization Method. Statute limits the amount rates can increase or decrease each year to 1 percentage point. IPERS Contribution Rate Funding Policy requires that the

## CITY OF MITCHELLVILLE

### Notes to Financial Statements - Continued

June 30, 2015

#### (5) Pension Plan - Continued

actuarial contribution rate be determined using the “entry age normal” actuarial cost method and the actuarial assumptions and methods approved by the IPERS Investment Board. The actuarial contribution rate covers normal cost plus the unfunded actuarial liability payment based on a 30-year amortization period. The payment to amortize the unfunded actuarial liability is determined as a level percentage of payroll, based on the Actuarial Amortization Method adopted by the Investment Board.

In fiscal year 2015, pursuant to the required rate, Regular members contributed 5.95 percent of pay and the City of Mitchellville contributed 8.93 percent for a total rate of 14.88 percent. Police protection members contributed 6.76 percent of pay and the City contributed 10.14 percent for a total rate of 16.98 percent.

The City of Mitchellville’s contributions to IPERS for the year ended June 30, 2015 were \$45,766.

Collective Net Pension Liabilities, Collective Pension Expense, and Collective Deferred Outflows of Resources and Collective Deferred Inflows of Resources Related to Pensions - At June 30, 2015, the City of Mitchellville’s liability for its proportionate share of the collective net pension liability totaled \$129,173. The collective net pension liability was measured as of June 30, 2014, and the total pension liability used to calculate the collective net pension liability was determined by an actuarial valuation as of that date. The City of Mitchellville’s proportion of the collective net pension liability was based on the City of Mitchellville’s share of contributions to the pension plan relative to the contributions of all IPERS participating employers. At June 30, 2015, the City of Mitchellville’s proportion was .000032571 percent, which was a decrease of .000010 from its proportion measured as of June 30, 2013.

For the year ended June 30, 2015 the City of Mitchellville collective pension expense, collective deferred outflows and collective deferred inflows totaled \$16,791, \$9,458 and \$111,597 respectively.

Actuarial Assumptions - The total pension liability in the June 30, 2014 actuarial valuation was determined using the following actuarial assumptions, applied to all periods included in the measurement:

Rate of Inflation (effective June 30, 2014)	3.00 percent
Rates of salary increase (effective June 30, 2010)	4.00 to 17.00 percent, average, including inflation. Rates vary by membership group
Long-term investment rate of return (effective June 30, 1996)	7.50 percent, compounded annually, net of investment expense, including inflation

The actuarial assumptions used in the June 30, 2014 valuation were based on the results of actuarial experience studies with dates corresponding to those listed above.

Mortality rates were based on the RP-2000 Mortality Table for Males or Females, as appropriate, with adjustments for mortality improvements based on Scale AA.

The long-term expected rate of return on pension plan investments was determined using a building-block method in which best-estimate ranges of expected future real rates (expected returns, net of pension plan investment expense and inflation) are developed for each major asset class. These ranges are combined to produce the long-term expected rate of return by weighting the expected future real rates of return by the target

# CITY OF MITCHELLVILLE

## Notes to Financial Statements - Continued

June 30, 2015

### (5) Pension Plan - Continued

asset allocation percentage and by adding expected inflation. The target allocation and best estimates of arithmetic real rates of return for each major asset class are summarized in the following table:

<u>Asset Class</u>	<u>Asset Allocation</u>	<u>Long-Term Expected Real Rate of Return</u>
US Equity	23%	6.31%
Non US Equity	15	6.76
Private Equity	13	11.34
Real Estate	8	3.52
Core Plus Fixed Income	28	2.06
Credit Opportunities	5	3.67
TIPS	5	1.92
Other Real Assets	2	6.27
Cash	1	(0.69)
Total	<u>100%</u>	

Discount Rate - The discount rate used to measure the total pension liability was 7.5 percent. The projection of cash flows used to determine the discount rate assumed that employee contributions will be made at the contractually required rate and that contributions from the City of Mitchellville will be made at contractually required rates, actuarially determined. Based on those assumptions, the pension plan's fiduciary net position was projected to be available to make all projected future benefit payments of current active and inactive employees. Therefore, the long-term expected rate of return on pension plan investments was applied to all periods of projected benefit payments to determine the total pension liability.

Sensitivity of the City of Mitchellville's Proportionate Share of the Net Pension Liability to Changes in the Discount Rate - The following presents the City of Mitchellville's proportionate share of the net pension liability calculated using the discount rate of 7.5 percent, as well as what the City of Mitchellville's proportionate share of the net pension liability would be if it were calculated using a discount rate that is 1-percentage-point lower (6.5 percent) or 1-percentage-point higher (8.5 percent) than the current rate.

	1% Decrease (6.5%)	Discount Rate (7.5%)	1% Increase (8.5%)
City of Mitchellville's proportionate share of the net pension liability	\$370,052	\$129,173	(\$74,025)

Pension Plan Fiduciary Net Position - Detailed information about the pension plan's fiduciary net position is available in the separately issued IPERS financial report which is available on IPERS' website at [www.ipers.org](http://www.ipers.org).

## CITY OF MITCHELLVILLE

### Notes to Financial Statements - Continued

June 30, 2015

#### **(6) Compensated Absences**

City employees accumulate a limited amount of earned but unused vacation hours for subsequent use or for payment upon termination, retirement or death. These accumulations are not recognized as disbursements by the City until used or paid. The City's approximate liability for earned termination payments payable to employees at June 30, 2015, primarily relating to the General Fund, is \$19,000. This liability has been computed based on rates of pay as of June 30, 2015.

#### **(7) Risk Management**

- (a) The City is a member in the Iowa Communities Assurance Pool, as allowed by Chapter 670.7 of the Code of Iowa. The Iowa Communities Assurance Pool (Pool) is a local government risk-sharing pool whose 727 members include various governmental entities throughout the State of Iowa. The Pool was formed in August 1986 for the purpose of managing and funding third-party liability claims against its members. The Pool provides coverage and protection in the following categories: general liability, automobile liability, automobile physical damage, public officials liability, police professional liability, property, inland marine and boiler/machinery. There have been no reductions in insurance coverage from prior years.

Each member's annual casualty contributions to the Pool fund current operations and provide capital. Annual casual operating contributions are those amounts necessary to fund, on a cash basis, the Pool's general and administrative expenses, claims, claims expenses and reinsurance expenses estimated for the fiscal year, plus all or any portion of any deficiency in capital. Capital contributions are made during the first six years of membership and are maintained at a level determined by the Board not to exceed 300% of basis rate.

The Pool also provides property coverage. Members who elect such coverage make annual operating contributions which are necessary to fund, on a cash basis, the Pool's general and administrative expenses, reinsurance premiums, losses and loss expenses for property risks estimated for the fiscal year, plus all or any portion of any deficiency in capital. Any year-end operating surplus is transferred to capital. Deficiencies in operations are offset by transfers from capital and, if insufficient, by the subsequent year's member contributions.

The City's property and casualty contributions to the risk pool are recorded as disbursements from its operating funds at the time of payment to the risk pool. The City's contributions to the Pool for the year ended June 30, 2015 were \$32,460.

The Pool uses reinsurance and excess risk-sharing agreements to reduce its exposure to large losses. The Pool retains general, automobile, police professional, and public officials' liability risks up to \$350,000 per claim. Claims exceeding \$350,000 are reinsured through reinsurance and excess risk-sharing agreements up to the amount of risk-sharing protection provided by the City's risk-sharing certificate. Property and automobile physical damage risks are retained by the Pool up to \$250,000 each occurrence, each location. Property risks exceeding \$250,000 are reinsured through reinsurance and excess risk-sharing agreements up to the amount of risk-sharing protection provided by the City's risk-sharing certificate.

## CITY OF MITCHELLVILLE

### Notes to Financial Statements - Continued

June 30, 2015

#### (7) Risk Management - Continued

The Pool's intergovernmental contract with its members provides that in the event a casualty claim, property loss or series of claims or losses exceeds the amount of risk-sharing protection provided by the City's risk-sharing certificate, or in the event a casualty claim, property loss or series of claims or losses exhausts the Pool's funds and any reinsurance and any excess risk-sharing recoveries, then payment of such claims or losses shall be the obligation of the respective individual member against whom the claim was made or the loss was incurred.

The City does not disclose a liability for losses in excess of reinsurance or excess risk-sharing recoveries unless it is deemed probable such losses have occurred and the amount of such loss can be reasonably estimated. Accordingly, at June 30, 2015, no liability has been disclosed in the City's financial statements. As of June 30, 2015, settled claims have not exceeded the risk pool or reinsurance coverage since the Pool's inception.

Members agree to continue membership in the Pool for a period of not less than one full year. After such period, a member who has given 60 days' prior written notice may withdraw from the Pool. Upon withdrawal, payments for all claims and claims expenses become the sole responsibility of the withdrawing member, regardless of whether a claim was incurred or reported prior to the member's withdrawal. Upon withdrawal, a formula set forth in the Pool's intergovernmental contract with its members is applied to determine the amount (if any) to be refunded to the withdrawing member.

- (b) The City is a member of the Iowa Municipalities Workers' Compensation Association (IMWCA) which provides workers' compensation coverage to its members. The Association is governed by a board of directors elected by representatives of the governing bodies of each participating governmental jurisdictions. The City has executed a Worker's Compensation coverage agreement with the Association which extended through June 30, 2015 and has authorized the Association to issue general obligation bonds to provide funds with which to pay claims. During the period ended June 30, 2014, the City paid worker's compensation insurance premiums of \$15,783 to the Association.

#### (8) Interfund Transfers

The detail of interfund transfers for the year ended June 30, 2015 is as follows:

	Transfer To				Total
	General	Fire Truck	Debt Service	Police Car	
Transfer from					
Water	\$ -	\$ -	\$ 61,663	\$ -	\$ 61,663
General	-	43,248	24,000	25,371	92,619
Tax Increment Financing	925	-	-	-	925
Road Use Tax	-	-	26,500	-	26,500
Cemetery	1,395	-	-	-	1,395
	<u>\$ 2,320</u>	<u>\$ 43,248</u>	<u>\$ 112,163</u>	<u>\$ 25,371</u>	<u>\$ 183,102</u>

Transfers generally move resources from the fund statutorily required to collect the resources to the fund statutorily required to disburse the resources.

## CITY OF MITCHELLVILLE

### Notes to Financial Statements - Continued

June 30, 2015

#### **(9) Other Post-Employment Benefits (OPEB)**

Plan Description - The City participates in a single-employer benefit plan which provides medical/prescription drug and dental benefits for active employees, retirees and their spouses. There are 11 active, 0 COBRA and no retired members in the plan. Participants must be age 55 or older at retirement. The benefits are provided through a fully-insured plan with Wellmark. Retirees under age 65 pay the full premium for the benefits while the City contributes to the premium of active employees.

Funding Policy - The City currently finances the retiree benefit plan on a pay-as-you-go basis. The most recent active member monthly premiums for the City and the plan members are \$601 for single coverage, and \$1,526 for family coverage. The City pays the full cost of the single coverage and 30% of the difference between single coverage and any family coverage for those employees electing such coverage. The contribution requirements of plan members are established and may be amended by the City. For the year ended June 30, 2015 the City contributed \$115,971 and plan members eligible for benefits contributed \$32,940 to the plan.

#### **(10) Commitments**

- A. In July 2011, the U.S. Environmental Protection Agency (EPA) issued an Administrative Compliance Order based on an inspection of the Mitchellville Waste Water Treatment Facility. Subsequently, the City hired an engineering firm to address the EPA's remedial requirements and identify causes of the violations at the Facility. Among other issues, the engineers considered inflow and infiltration in the collection system. The report has been submitted and approved by the EPA. The City has committed to the 2013 and 2014 collection system rehabilitation project and has been approved for a Community Development Block Grant application to help defray some of the project costs. The cost of the project is estimated to be \$880,000. The City has spent \$546,028 towards the Rehab Project at June 30, 2015.
- B. Effective January 1, 2013, the City and Metro Waste Authority entered into an agreement to pay 93 monthly payments for the use of totter garbage carts. The monthly payments are estimated to be \$305. At June 30, 2015, the estimated remaining payments totaled \$19,680.
- C. The City has construction commitments to be financed from capital project funds. The total outstanding construction commitments of the City as of June 30, 2015 is approximately \$214,000, which will be paid as work projects progress.

#### **(11) Deficit Balance**

The Tax Increment Financing (TIF) Fund had a deficit balance of \$264 and the capital projects fund had a deficit balance of \$56,761 at June 30, 2015. The deficit balance was a result of costs incurred prior to availability of funds. The deficit will be eliminated upon receipt of TIF collections and grant receipts.

#### **(12) Subsequent Events**

The City has evaluated all subsequent events through December 10, 2015, the date the financial statements were available to be issued.

**City of Mitchellville**



## **Other Information**

# CITY OF MITCHELLVILLE

## Budgetary Comparison Schedule of Receipts, Disbursements, and Changes in Balances - Budget and Actual (Cash Basis) - All Governmental Funds and Proprietary Funds Other Information Year ended June 30, 2015

	Governmental Funds Actual	Proprietary Funds Actual	Total
Receipts:			
Property tax	\$ 675,380	\$ -	\$ 675,380
Tax increment financing	-	-	-
Other city tax	60,030	-	60,030
Licenses and permits	11,298	-	11,298
Uses of money and property	2,074	66	2,140
Intergovernmental	673,798	-	673,798
Charges for service	123,992	932,193	1,056,185
Special assessments	4,639	-	4,639
Miscellaneous	98,391	-	98,391
Total receipts	1,649,602	932,259	2,581,861
Disbursements:			
Public safety	471,071	-	471,071
Public works	202,590	-	202,590
Health and social services	1,150	-	1,150
Culture and recreation	157,182	-	157,182
Community and economic development	8,389	-	8,389
General government	87,004	-	87,004
Debt service	202,673	-	202,673
Capital projects	553,488	-	553,488
Business type activities	-	814,578	814,578
Total disbursements	1,683,547	814,578	2,498,125
Excess (deficiency) of receipts over (under) disbursements	(33,945)	117,681	83,736
Other financing sources (uses), net	273,812	(61,663)	212,149
Excess (deficiency) of receipts over (under) disbursements and other financing uses	239,867	56,018	295,885
Balances beginning of year	761,737	422,031	1,183,768
Balances end of year	\$ 1,001,604	\$ 478,049	\$ 1,479,653

See accompanying independent auditor's report.

<u>Budgeted Amounts</u>		Final to Actual Variance Positive (Negative)
<u>Original</u>	<u>Final</u>	
\$ 651,160	\$ 651,160	\$ 24,220
-	-	-
13,446	13,446	46,584
-	7,650	3,648
-	3,025	(885)
-	996,700	(322,902)
-	1,082,688	(26,503)
-	925	3,714
-	125,186	(26,795)
664,606	2,880,780	(298,919)
456,937	528,539	57,468
310,662	310,662	108,072
1,400	1,400	250
136,001	168,171	10,989
8,850	8,850	461
99,251	99,251	12,247
202,673	202,673	-
-	668,264	114,776
1,191,018	892,068	77,490
2,406,792	2,879,878	381,753
(1,742,186)	902	82,834
-	-	212,149
(1,742,186)	902	294,983
1,154,968	1,154,968	28,800
<u>\$ (587,218)</u>	<u>\$ 1,155,870</u>	<u>\$ 323,783</u>

## **CITY OF MITCHELLVILLE**

### **Notes To Other Information - Budgetary Reporting**

June 30, 2015

The budgetary comparison is presented in accordance with Governmental Accounting Standards Board Statement No. 41 for governments with significant budgetary perspective differences resulting from not being able to present budgetary comparisons for the General Fund and each major Special Revenue Fund.

In accordance with the Code of Iowa, the City Council annually adopts a budget on the cash basis following required public notice and hearing for all funds except Fiduciary Funds. The annual budget may be amended during the year utilizing similar statutorily prescribed procedures.

Formal and legal budgetary control is based upon nine major classes of disbursements known as functions, not by fund or fund type. These nine functions are: public safety, public works, health and social services, culture and recreation, community and economic development, general government, debt service, capital projects and business type activities. Function disbursements required to be budgeted include disbursements for the General Fund, Special Revenue Funds, Debt Service Fund and Enterprise Funds. Although the budget document presents function disbursements by fund, the legal level of control is at the aggregated function level, not by fund. During the year, one budget amendment increased budgeted disbursements by \$473,086. The budget amendment is reflected in the final budgeted amounts.

## CITY OF MITCHELLVILLE

### Schedule of the City's Proportionate Share of the Net Pension Liability

Iowa Public Employees' Retirement System  
2015  
(In Thousands)

#### Other Information

	<u>2015</u>
City of Mitchellville's proportion of the net pension liability	.0032571%
City of Mitchellville's proportionate share of the net pension liability	\$ 129
City of Mitchellville's covered-employee payroll	\$ 446
City of Mitchellville's proportionate share of the net pension liability as a percentage of its covered-employee payroll	26.82%
Plan fiduciary net position as a percentage of the total pension liability	87.61%

\* The amounts presented for each fiscal year were determined as of June 30.

See accompanying independent auditor's report.

**Note:** GASB Statement No. 68 requires ten years of information to be presented in this table. However, until a full 10-year trend is compiled, the City of Mitchellville will present information for those years for which information is available.

The 2015 liability is based on 2014 information as released by IPERS.

# CITY OF MITCHELLVILLE

## Schedule of City's Contributions

### Iowa Public Employees' Retirement System Last 10 Fiscal Years (In Thousands)

#### Other Information

	<u>2015</u>	<u>2014</u>	<u>2013</u>	<u>2012</u>
Statutorily required contribution	\$ 46	\$ 43	\$ 36	\$ 32
Contributions in relation to the statutorily required contribution	<u>(46)</u>	<u>(43)</u>	<u>(36)</u>	<u>(32)</u>
Contribution deficiency (excess)	<u>\$ -</u>	<u>-</u>	<u>-</u>	<u>-</u>
City of Mitchellville's covered-employee payroll	\$ 490	446	418	396
Contributions as a percentage of covered-employee payroll	9.39%	9.64%	8.67%	8.07%

See accompanying independent auditor's report.

<u>2011</u>	<u>2010</u>	<u>2009</u>	<u>2008</u>	<u>2007</u>	<u>2006</u>
\$ 31	\$ 29	\$ 32	\$ 30	\$ 27	\$ 26
<u>(31)</u>	<u>(29)</u>	<u>(32)</u>	<u>(30)</u>	<u>(27)</u>	<u>(26)</u>
<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>	<u><u>-</u></u>
442	435	499	488	466	461
6.95%	6.65%	6.35%	6.08%	5.75%	5.75%

## CITY OF MITCHELLVILLE

### Notes to Other Information - Pension Liability

Year ended June 30, 2015

#### Changes of benefit terms:

Legislation passed in 2010 modified benefit terms for current Regular members. The definition of final average salary changed from the highest three to the highest five years of covered wages. The vesting requirement changed from four years of service to seven years. The early retirement reduction increased from 3 percent per year measured from the member's first unreduced retirement age to a 6 percent reduction for each year of retirement before age 65.

In 2008, legislative action transferred four groups - emergency medical service providers, county jailers, county attorney investigators, and National Guard installation security officers - from Regular membership to the protection occupation group for future service only.

Benefit provisions for sheriffs and deputies were changed in the 2004 legislative session. The eligibility for unreduced retirement benefits was lowered from age 55 by one year each July 1 (beginning in 2004) until it reached age 50 on July 1, 2008. The years of service requirement remained at 22 or more. Their contribution rates were also changed to be shared 50-50 by the employee and employer, instead of the previous 40-60 split.

#### Changes of assumptions:

The 2014 valuation implemented the following refinements as a result of a quadrennial experience study:

- Decreased the inflation assumption from 3.25 percent to 3.00 percent
- Decreased the assumed rate of interest on member accounts from 4.00 percent to 3.75 percent per year.
- Adjusted male mortality rates for retirees in the Regular membership group.
- Reduced retirement rates for sheriffs and deputies between the ages of 55 and 64.
- Moved from an open 30 year amortization period to a closed 30 year amortization period for the UAL beginning June 30, 2014. Each year thereafter, changes in the UAL from plan experience will be amortized on a separate closed 20 year period.

The 2010 valuation implemented the following refinements as a result of a quadrennial experience study:

- Adjusted retiree mortality assumptions.
- Modified retirement rates to reflect fewer retirements.
- Lowered disability rates at most ages.
- Lowered employment termination rates
- Generally increased the probability of terminating members receiving a deferred retirement benefit.
- Modified salary increase assumptions based on various service duration.

The 2007 valuation adjusted the application of the entry age normal cost method to better match projected contributions to the projected salary stream in the future years. It also included in the calculation of the UAL amortization payments the one-year lag between the valuation date and the effective date of the annual contribution rate.



## **CITY OF MITCHELLVILLE**

### **Notes to Other Information - Pension Liability - Continued**

Year ended June 30, 2015

The 2006 valuation implemented the following refinements as a result of a quadrennial experience study:

- Adjusted salary increase assumptions to service based assumptions.
- Decreased the assumed interest rate credited on employee contributions from 4.25 percent to 4.00 percent.
- Lowered the inflation assumption from 3.50 percent to 3.25 percent.
- Lowered disability rates for sheriffs and deputies and protection occupation members.

## **Supplementary Information**

**City of Mitchellville**

**CITY OF MITCHELLVILLE**

Statement of Cash Receipts, Disbursements  
and Changes in Cash Balances  
Nonmajor Governmental Funds

As of and for the year ended June 30, 2015

	Special Revenue			
	Tax Increment Financing	Increment Financing LMI	Park Fund	Special Assessment
Receipts:				
Tax increment financing	\$ -	\$ -	\$ -	\$ -
Special assessments	-	-	-	925
Miscellaneous	-	-	-	-
Total receipts	-	-	-	925
Excess of receipts over disbursements	-	-	-	925
Other financing sources (uses):				
Transfer in	-	-	-	-
Transfers out	-	-	-	(925)
Total other financing sources (uses)	-	-	-	(925)
Change in cash balances	-	-	-	-
Cash balances beginning of year	(264)	28,752	3,400	-
Cash balances end of year	<u>\$ (264)</u>	<u>\$ 28,752</u>	<u>\$ 3,400</u>	<u>\$ -</u>
<b>Cash Basis Fund Balances</b>				
Nonspendable				
Cemetery perpetual care	\$ -	\$ -	\$ -	\$ -
Restricted for				
Other purposes	-	28,752	3,400	-
Unassigned	(264)	-	-	-
Total cash basis fund balances	<u>\$ (264)</u>	<u>\$ 28,752</u>	<u>\$ 3,400</u>	<u>\$ -</u>

See accompanying independent auditor's reports.

<u>Police Car Replacement</u>	<u>Permanent Cemetery Perpetual Care</u>	<u>Total</u>
\$ -	\$ -	\$ -
-	-	925
-	600	600
-	600	1,525
-	600	1,525
25,371	-	25,371
-	(1,395)	(2,320)
25,371	(1,395)	23,051
25,371	(795)	24,576
-	39,938	71,826
<u>\$ 25,371</u>	<u>\$ 39,143</u>	<u>\$ 96,402</u>
\$ -	\$ 39,143	\$ 39,143
25,371	-	57,523
-	-	(264)
<u>\$ 25,371</u>	<u>\$ 39,143</u>	<u>\$ 96,402</u>

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**CITY OF MITCHELLVILLE**

## Schedule of Indebtedness

Year ended June 30, 2015

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Obligation	Date of Issue	Interest Rates	Amount Originally Issued
General obligation notes:			
Water capital notes *	June, 2006	3.00%	\$ 1,050,000
Library renovations	August, 2006	4.25	255,000
City hall/Center Avenue improvements	June, 2008	3.50-3.90	810,000
Capital loan notes - Series 2009A	July, 2009	4.00	185,000
Total			
Revenue Bonds/Notes			
Sewer Revenue Capital Notes *	May, 2004	3.00%	\$ 1,200,000
Water Revenue Bonds *	September, 2005	1.75	2,230,000
Sewer Revenue Bonds *	February, 2015	1.75	322,000
Total			
Urban Service Area Agreement	October, 2005	0.00%	\$281,696

\* The agreement also requires the City to annually pay a .25% servicing fee on the outstanding principal balance

See accompanying independent auditor's report.

Balance Beginning of Year	Issued During Year	Redeemed During Year	Balance End of Year	Interest Paid
\$ 605,000	\$ -	\$ 42,000	\$ 563,000	\$ 18,150
60,000	-	30,000	30,000	2,550
380,000	-	70,000	310,000	13,960
100,000	-	20,000	80,000	4,000
<u>\$ 1,145,000</u>	<u>\$ -</u>	<u>\$ 162,000</u>	<u>\$ 983,000</u>	<u>\$ 38,660</u>
\$ 746,000	\$ -	\$ 58,000	\$ 688,000	\$ 17,718
1,492,000	-	105,000	1,387,000	44,760
-	211,049	13,000	198,049	480
<u>\$ 2,238,000</u>	<u>\$ -</u>	<u>\$ 176,000</u>	<u>\$ 2,273,049</u>	<u>\$ 62,958</u>
<u>\$ 228,840</u>	<u>\$ -</u>	<u>\$ 14,215</u>	<u>\$ 214,125</u>	<u>\$ -</u>

# CITY OF MITCHELLVILLE

## Bond and Note Maturities

June 30, 2015

Year Ending June 30,	General Obligation Bonds and Notes					
	Water Capital Notes		Capital Loan Notes Series 2009A		Library Renovations	
	Issued June 1, 2006		Issued July 22, 2009		Issued August 21, 2006	
	Interest Rates	Amount	Interest Rates	Amount	Interest Rates	Amount
2016	3.00%	\$ 43,000	4.00%	\$ 20,000	4.25%	\$ 30,000
2017	3.00	45,000	4.00	20,000	-	-
2018	3.00	46,000	4.00	20,000	-	-
2019	3.00	48,000	4.00	20,000	-	-
2020	3.00	49,000	-	-	-	-
2021	3.00	51,000	-	-	-	-
2022	3.00	53,000	-	-	-	-
2023	3.00	54,000	-	-	-	-
2024	3.00	56,000	-	-	-	-
2025	3.00	58,000	-	-	-	-
2026	3.00	60,000	-	-	-	-
Total		<u>\$ 563,000</u>		<u>\$ 80,000</u>		<u>\$ 30,000</u>

  

Year Ending June 30,	Water Revenue Bonds		Sewer Revenue Capital Notes		Sewer Revenue Bonds	
	Issued September 21, 2005		Issued May 17, 2004		Issued February 27, 2015	
	Interest Rates	Amount	Interest Rates	Amount	Interest Rates	Amount
2016	1.75%	\$ 108,000	3.00%	\$ 60,000	1.75%	\$ 14,000
2017	1.75	112,000	3.00	62,000	1.75	14,000
2018	1.75	115,000	3.00	64,000	1.75	14,000
2019	1.75	118,000	3.00	66,000	1.75	14,000
2020	1.75	122,000	3.00	67,000	1.75	15,000
2021	1.75	126,000	3.00	69,000	1.75	15,000
2022	1.75	129,000	3.00	72,000	1.75	15,000
2023	1.75	133,000	3.00	74,000	1.75	16,000
2024	1.75	137,000	3.00	76,000	1.75	16,000
2025	1.75	141,000	3.00	78,000	1.75	16,000
2026	1.75	146,000	-	-	1.75	16,000
2027	-	-	-	-	1.75	17,000
2028	-	-	-	-	1.75	17,000
2029	-	-	-	-	1.75	17,000
2030	-	-	-	-	1.75	18,000
2031	-	-	-	-	1.75	18,000
2032	-	-	-	-	1.75	19,000
2033	-	-	-	-	1.75	19,000
2034	-	-	-	-	1.75	19,000
Total		<u>\$1,387,000</u>		<u>\$ 688,000</u>		<u>\$ 309,000</u> *

\*As of June 30, 2015 only \$211,049 had been drawn down on the bonds. Remainder of bond was drawn down subsequent to year end.

See accompanying independent auditor's report.



City Hall/ Center Avenue Issued June 17, 2008		
Interest Rates	Amount	Total
3.50%	\$ 70,000	\$ 163,000
3.70	75,000	140,000
3.80	80,000	146,000
3.90	85,000	153,000
-	-	49,000
-	-	51,000
-	-	53,000
-	-	54,000
-	-	56,000
-	-	58,000
-	-	60,000
	<u>\$ 310,000</u>	<u>\$ 983,000</u>

Urban Service Area Issued October 29, 2009	
Interest Rates	Amount
- %	\$ 15,316
-	15,917
-	16,818
-	17,418
-	18,319
-	19,220
-	20,121
-	21,022
-	21,923
-	23,425
-	24,626
-	-
-	-
-	-
-	-
-	-
-	-
-	-
	<u>\$ 214,125</u>

# CITY OF MITCHELLVILLE

## Schedule of Receipts by Source and Disbursements by Function - All Governmental Funds

For the Last Ten Years

	Years ended June 30,				
	2015	2014	2013	2012	2011
<b>Receipts:</b>					
Property tax	\$ 675,380	\$ 686,079	\$ 634,058	\$ 626,826	\$ 607,925
Tax increment financing	-	4,906	77,091	26,623	-
Other city tax	60,030	45,651	-	-	-
Licenses and permits	11,298	46,685	6,994	9,858	17,371
Use of money and property	2,074	1,827	1,449	2,232	2,927
Special assessments	4,639	4,299	1,487	400	888
Intergovernmental	673,798	322,169	290,201	308,088	283,315
Charges for service	123,992	114,881	137,962	121,813	85,611
Miscellaneous	98,391	112,553	25,453	17,075	23,469
<b>Total</b>	<b>\$ 1,649,602</b>	<b>\$ 1,339,050</b>	<b>\$ 1,174,695</b>	<b>\$ 1,112,915</b>	<b>\$ 1,021,506</b>
<b>Disbursements:</b>					
Operating:					
Public safety	\$ 471,071	\$ 511,652	\$ 299,369	\$ 312,973	\$ 327,179
Public works	202,590	324,500	251,704	229,355	254,744
Health and social services	1,150	1,000	1,500	-	-
Culture and recreation	157,182	168,477	127,323	136,225	136,693
Community and economic development	8,389	12,060	64,750	25,641	5,960
General government	87,004	77,843	82,611	67,576	53,633
Debt service	202,673	202,225	200,488	221,147	272,475
Capital projects	553,488	-	-	-	-
<b>Total</b>	<b>\$ 1,683,547</b>	<b>\$ 1,297,757</b>	<b>\$1,027,745</b>	<b>\$ 992,917</b>	<b>\$ 1,050,684</b>

See accompanying independent auditor's report.

2010	2009	2008	2007	2006
\$ 591,537	\$ 534,729	\$ 503,636	\$ 484,798	\$ 499,829
-	-	-	-	-
-	-	-	-	-
6,365	8,592	11,926	12,664	14,828
4,300	12,799	26,476	32,527	16,155
948	400	-	-	-
259,532	296,142	253,493	303,544	214,152
93,650	93,874	127,224	126,160	113,830
20,317	76,533	106,943	681,272	62,197
<u>\$ 976,649</u>	<u>\$ 1,023,069</u>	<u>\$ 1,029,698</u>	<u>\$ 1,640,965</u>	<u>\$ 920,991</u>
\$ 271,759	\$ 326,809	\$ 389,989	\$ 413,684	\$ 304,815
304,644	281,503	442,743	513,887	274,089
-	-	-	-	-
141,008	150,021	123,509	110,388	120,699
6,152	11,004	24,787	16,638	5,863
96,077	99,344	111,070	78,508	92,410
269,577	274,753	199,658	154,753	71,208
251,084	896,560	237,685	745,256	43,254
<u>\$ 1,340,301</u>	<u>\$ 2,039,994</u>	<u>\$ 1,529,441</u>	<u>\$ 2,033,114</u>	<u>\$ 912,338</u>

**City of Mitchellville**



## MARTENS & COMPANY, CPA, LLP

CERTIFIED PUBLIC ACCOUNTANTS  
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West Des Moines, Iowa 50266

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Independent Auditor's Report on Internal Control  
over Financial Reporting and on Compliance and Other Matters  
Based on an Audit of Financial Statements Performed in Accordance with  
Government Auditing Standards

To the Honorable Mayor and  
Members of the City Council:

We have audited in accordance with U.S. generally accepted auditing standards and the standards applicable to financial audits contained in Government Auditing Standards, issued by the Comptroller General of the United States, the financial statements of the governmental activities, the business type activities, each major fund and the aggregate remaining fund information of the City of Mitchellville, Iowa, as of and for the year ended June 30, 2015, and the related Notes to Financial Statement, which collectively comprise the City's basic financial statements, and have issued our report thereon dated December 10, 2015. Our report expressed unmodified opinions on the financial statements which were prepared on the basis of cash receipts and disbursements, a basis of accounting other than U.S. generally accepted accounting principles.

### Internal Control Over Financial Reporting

In planning and performing our audit of the financial statements, we considered City of Mitchellville's internal control over financial reporting to determine the audit procedures appropriate in the circumstances for the purpose of expressing our opinions on the financial statements, but not for the purpose of expressing an opinion on the effectiveness of City of Mitchellville's internal control. Accordingly, we do not express an opinion on the effectiveness of City of Mitchellville's internal control.

Our consideration of internal control was for the limited purpose described in the preceding paragraph and was not designed to identify all deficiencies in internal control that might be material weaknesses or significant deficiencies and, therefore, material weaknesses or significant deficiencies may exist that were not identified. However, we have identified a deficiency in internal control, described in Part II of the accompanying Schedule of Findings that we consider to be a material weakness.

A deficiency in internal control exists when the design or operation of a control does not allow management or employees, in the normal course of performing their assigned functions, to prevent or detect and correct misstatements on a timely basis. A material weakness is a deficiency, or a combination of deficiencies, in internal control such that there is a reasonable possibility a material misstatement of the City of Mitchellville's financial statements will not be prevented or detected and corrected on a timely basis. We consider the deficiency described in Part II of the accompanying Schedule of Findings as item II-A-15 to be a material weakness.

### Compliance and Other Matters

As part of obtaining reasonable assurance about whether the City of Mitchellville's financial statements are free of material misstatement, we performed tests of its compliance with certain provisions of laws, regulations, contracts and grant agreements, non-compliance with which could have a direct and material effect on the determination of financial statement amounts. However, providing an opinion on compliance with those provisions was not an objective of our audit and, accordingly, we do not express such an opinion. The results of our tests disclosed no instances of non-compliance or other matters that are required to be reported under Government Auditing Standards. However, we noted certain immaterial instances of non-compliance or other matters which are described in Part III of the accompanying Schedule of Findings.

Comments involving statutory and other legal matters about the City's operations for the year ended June 30, 2015 are based exclusively on knowledge obtained from procedures performed during our audit of the financial statements of the City. Since our audit was based on tests and samples, not all transactions that might have had an impact on the comments were necessarily audited. The comments involving statutory and other legal matters are not intended to constitute legal interpretations of those statutes.

#### City of Mitchellville's Responses to the Findings

The City of Mitchellville's responses to findings identified in our audit are described in the accompanying Schedule of Findings. The City of Mitchellville's responses were not subjected to the auditing procedures applied in the audit of the financial statements and, accordingly, we express no opinion on them.

#### Purpose of this Report

The purpose of this report is solely to describe the scope of our testing of internal control and compliance and the results of that testing and not to provide an opinion on the effectiveness of the City's internal control or on compliance. This report is an integral part of an audit performed in accordance with Government Auditing Standards in considering the City's internal control and compliance. Accordingly, this communication is not suitable for any other purpose.

We would like to acknowledge the many courtesies and assistance extended to us by personnel of City of Mitchellville during the course of our audit. Should you have any questions concerning any of the above matters, we shall be pleased to discuss them with you at your convenience.

*Martens & Company, CPA, LLP*

West Des Moines, Iowa  
December 10, 2015

## **CITY OF MITCHELLVILLE**

### **Schedule of Findings**

Year ended June 30, 2015

#### **Part I: Summary of the Independent Auditor's Results:**

- (a) Unmodified opinions were issued on the financial statements which were prepared on the basis of cash receipts and disbursements, which is a basis of accounting other than U.S. generally accepted accounting principles.
- (b) A material weakness in internal control over financial reporting was disclosed by the audit of the financial statements.
- (c) The audit did not disclose any non-compliance which is material to the financial statements.

#### **Part II: Findings Related to the Financial Statements:**

##### **INTERNAL CONTROL DEFICIENCIES:**

II-A-15 Segregation of Duties - One important aspect of internal accounting control is the segregation of duties among employees to prevent an individual employee from handling duties which are incompatible. The posting of the cash receipts and disbursements to the general ledger, reconciliations and securities control and custody were all done by the same person for the majority of the fiscal year ended June 30, 2015.

Recommendation - We realize that with a limited number of office employees, segregation of duties is difficult. However, the City should review its control procedures to obtain the maximum internal control possible under the circumstances.

Response - Duties are assigned to the extent possible to provide control through review of financial transactions and reports and segregation of duties.

Conclusion - Response accepted.

##### **INSTANCES OF NON-COMPLIANCE:**

No matters were noted.

## CITY OF MITCHELLVILLE

### Schedule of Findings - Continued

Year ended June 30, 2015

#### **Part III: Other Findings Related to Required Statutory Reporting:**

III-A-15     Certified Budget - Disbursements during the year ended June 30, 2015 did not exceed the amounts budgeted. Disbursements in the capital project fund exceeded the amounts budgeted before the budget was amended.

Recommendation - The budget should have been amended in accordance with Chapter 384.18 of the Code of Iowa before disbursements were allowed to exceed the budget.

Response - The budget will be amended timely in the future, if applicable.

Conclusion - Response accepted.

III-B-15     Questionable Disbursements - We noted no disbursements for parties, banquets or other entertainment expenses that do not meet the requirements of public purpose as defined in an Attorney General's opinion dated April 25, 1979.

III-C-15     Travel Expense - No disbursements of City money for travel expenses of spouses of City officials or employees were noted.

III-D-15     Business Transactions - There were no business transactions between the City and City officials or employees during the year.

III-E-15     Bond Coverage - Surety bond coverage of City officials and employees is in accordance with statutory provisions. The amount of coverage should be reviewed annually to ensure the coverage is adequate for current operations.

III-F-15     Council Minutes - No transactions were found that we believe should have been approved in the Council minutes but were not.

III-G-15     Deposits and Investments - No instances of non-compliance with deposit and investment provisions of Chapter 12B and 12C of the Code of Iowa and the City's investment policy were noted.

III-H-15     Revenue Bonds and Notes - No instances of non-compliance with the revenue note resolutions were noted.

III-I-15     Financial Condition - The Tax Increment Financing Fund had a deficit balance of \$264 at June 30, 2015 and the capital projects fund had a deficit balance of \$56,761 at June 30, 2015.

Recommendation - The City should investigate alternatives to eliminate this deficit in order to return this fund to a sound financial position.

Response - The City agrees the deficit fund balance is not desirable. The capital project fund had a deficit balance due to grant funds only being received on a reimbursement basis. Receipts in fiscal 2016 should eliminate the deficit balances.



## CITY OF MITCHELLVILLE

### Schedule of Findings - Continued

Year ended June 30, 2015

#### **Part III: Other Findings Related to Required Statutory Reporting - Continued:**

III-J-15      Urban Renewal Annual Report - The following exceptions were noted:

The City did not include the beginning and ending cash balances of the Special Revenue, Urban Renewal Tax Increment - Low to Moderate Income Fund on the Levy Authority Summary.

The City has not transferred \$1,339 into the LMI Fund as required by the development agreement from a prior fiscal year.

Recommendation - The City should ensure the cash balances reported on the Levy Authority Summary agree with the City's records and maintain the LMI Fund at the amount required by the development agreement.

Response - These items will be corrected.

Conclusion - Response accepted.